

Preliminary Plat Checklist

(Amended 01/2004)

PROJECT: _____

APPLICANT: _____

Site Plans must be prepared by an engineer or architect registered by the State of Georgia.

Items marked with * are missing or deficient

- _____ 1. Name of subdivision, scale of plat (not to exceed 1" = 100'), north arrow, date, and vicinity map of general area with site and major roads labeled.
- _____ 2. Total acreage of tract, zoning of tract, zoning of adjacent property.
- _____ 3. Name, address, and telephone number of owner / developer.
- _____ 4. Bearings and distances of property lines and the names of adjacent subdivisions or property owners.
- _____ 5. Existing land contour lines at ten (10) foot intervals, based on Mean Sea Level datum with location and description of bench mark used.
- _____ 6. Indicate and label existing structures to remain and/or to be removed.
- _____ 7. Location of any existing streams, natural drainageways, and floodplains based on a Storm of 100-Year Frequency. 50% of the minimum lot size in that zoning district or 1.0 acre, whichever is greater, must be out of the 100-year floodplain. MFFE on lots must be 3.0 feet above the 100-year elevation.
- _____ 8. If Watershed Protection ordinance applies, indicate boundary of 1000 foot watershed impact area and label, watershed buffer, and watershed setback including required widths.
- _____ 9. Name, location, and right-of-way widths of existing streets on property or adjoining property. Right-of-way dedication, if needed.
- _____ 10. Location, purpose, width of any easements of record.
- _____ 11. Location and width of existing and proposed access points, names of proposed street, and total length of proposed street(s). Not to exceed 3,000 feet without another entrance.
- _____ 12. Lot numbers, lot lines, and approximate lot dimensions.
- _____ 13. Offsite acreage and flow for drainage areas passing through site. (10-Year Frequency

and 100-Year Frequency Storms)

- ____ 14. Soil types per Soil Conservation Service Maps.
- ____ 15. A Statement of Plat that "This Preliminary Plat has been reviewed and approved by the Planning Commission on _____ by _____".
- ____ 16. If subdivision is to be developed in phases, delineate boundaries of each phase and label each development phase including acreage and total number of units per phase.
- ____ 17. Certification by a Registered Engineer or Land Surveyor.
- ____ 18. Preliminary plats shall include the following statement: "Approval of this preliminary plat shall expire eighteen (18) months from the date of approval by the Planning Commission unless a final plat for at least one (1) section has been completed and inspected."
- ____ 19. Check sight distance and traffic flow problems.
- ____ 20. Boundaries, acreage, and proposed site improvements for any recreation areas.
- ____ 21. Vehicular and pedestrian circulation systems including roads and any proposed sidewalks, golf cart paths, pedestrian crossings, etc.
- ____ 22. General statement indicating proposed means of drainage for the site to ensure conformity with natural drainage, including locations and size/depth of proposed detention/retention areas.
- ____ 23. Tree Protection Plan
- ____ 24. Site in Groundwater Recharge Area?

Comments: _____

_____ APPROVED - ENG.	_____ DATE	_____ RESUBMIT- ENG	_____ DATE
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